

MADISON COUNTY, VIRGINIA



is Recruiting for the Position of *County Administrator*

Send Résumés by January 30, 2012 to:

John A. Anzivino, Senior Vice President
Springsted Incorporated
1564 East Parham Road
Richmond, VA 23228

Telephone: 804.726.9750
Fax: 804.726.9752
E-Mail: richmond@springsted.com



Springsted

County Profile

Madison County, Virginia



Madison County, Virginia, is a rural community of 13,308 residents located just north of Virginia's geographic center and just east of the Blue Ridge Mountains in Central Virginia. The County is bisected by U.S. Route 29 with easy access to both Interstate 66 to the north and Interstate 64 to the south. Interstate 81 is accessible by U.S. Routes 230/33 and Interstate 95 is equally accessible by U.S. Routes 29/3 at Fredericksburg.

Madison County has access to several different means of transportation and is approximately 74 miles from the Washington Dulles International Airport, 24 miles from the Charlottesville Albemarle Airport and 52 miles from the Shenandoah Valley Regional Airport. The County falls approximately 56 miles from the Inland Port Front Royal Seaport and 182 miles from the Port of Virginia Seaport.

Residents in the County enjoy a high quality of life with many natural amenities and festivals. Sections of both the Shenandoah National Park and Rapidan Wildlife Management Area are located in the County. Approximately 40,000 acres contribute to the area's scenic appeal and provides several recreational opportunities such as hunting, camping, picnicking and fishing for County residents. Another well known regional attraction is Graves Mountain Farm, a pick-your-own apple orchard with several different varieties of apples to choose from, which holds its annual Apple Harvest Festival in the fall of each year.

Madison County is also home to many festivals including the "Taste of the Mountains Festival" named as one of the top 20 festivals in the southeastern part of the United States. The Festival includes shopping, games, pony rides, music, regional foods and viewing the vast assortment of entertainment provided by many artists and craftspeople.

Madison County is also home to many diverse restaurants and bed and breakfasts. Many of these bed and breakfasts are located in historically restored farmhouses and barns.

Madison County houses six vineyards and wineries and is within the Central Virginia wine region known as the Monticello AVA. The County's wineries are actively promoted as part of the County's agribusiness base and serve as a vital component of the County's tourism program. Prince Michel Vineyards, the largest winery in Virginia, offers a wide range of activities and events which add to the County's ambience and economy.

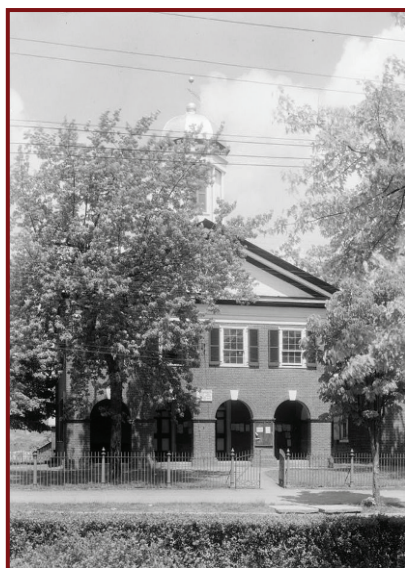


The economy for Madison County is centered on its agricultural and forest product industries and supplemented by a wide range of general merchandise, banks and personal and professional services within the County boundaries. In nearby Charlottesville and Culpeper, area residents will find significant retail and trade contained in major regional malls and several smaller shopping centers.

Madison residents can find numerous cultural attractions including the University of Virginia and Commonwealth Park in nearby Charlottesville and throughout the region. Residents looking for history will find many Colonial and Civil War landmarks. Montpelier, the estate of President James Madison in adjacent Orange County is a short trip.

History

Madison County was established in 1792 by an act of the Virginia General Assembly and was named for prominent statesman James Madison, whose family had extensive land holdings and business interests in the area. James Madison would later become the fourth President of the United States. In the 18th and 19th century, travelers entered the Shenandoah Valley through various trails and early roads in the Piedmont area of Madison and up the Blue Ridge Mountains. Some of these travelers included German, English, and Irish and Scottish settlers. Some of these settlers decided to stay in the Madison area instead of going further west in the 18th century and descendants of these families can still be found in the Madison area.



President Herbert Hoover bought land and built his summer home in the mountain area of Madison. The County Museums offer history seekers a view of what life was like in the 18th and 19th centuries. Madison County includes two Civil War battlefields; at James City on Route 29 just south of the Culpeper County line and at Jack's Shop near Rochelle. The James City Battlefield was the site where Confederate Major General J.E.B. Stuart and Union Generals Kilpatrick and French met and fought on October 10, 1863. On September 22, 1863 Major General J.E.B. Stuart encountered Union Generals John Burford and Judson Kilpatrick and their troops. This

battle had Stuart withdraw southwards toward Liberty Mills. The Old Blue Ridge Turnpike also runs through Madison County and this was the route that General Jackson and his troops took to travel to and from the Shenandoah Valley.

Graves Mill Historical Park is an official Virginia Cultural Historical Site. The Park has a memorial and bronze plaque paying tribute to 40 brave men from the community that served before and during the Civil War. There is also a replica of the 1900's post office building containing original post office furniture. This Park was a result of the Jamestown 2007 Community Program honoring the 400th Anniversary of our Country.

The Community

Population

The 2010 census counted 13,308 people, an increase of 6.3% from the year 2000. The County's population was divided among 4,739 households and 3,521 families with a population density of 39 people per square mile.

Population by Year	
Year	People
2010	13,308
2000	12,520
1990	11,949

** U.S. Census Bureau 2010*

The Town of Madison, the County's only incorporated town with a population of 229, is located near the center of the County, close to the intersections of U.S. 29 and Routes 230 and 231. The Town is the home for County offices and is governed by an elected Mayor and a four-person Town Council.

Per Capita and Median Household Income

According to the U. S. Census Bureau, the median income of households in Madison County was \$50,565 in 2009. Per capita income for the County was \$25,489. The median household income in 2000 was \$40,767 and in 2007 it was \$50,135, representing an increase of 4%.

Major Employers

The County, while remaining rural has developed several major industries related to the manufacturing of wood products, finished lumber and custom built furniture which relate to its rural heritage and agricultural and forestry base. Recreation and tourism have become increasingly important to the area's economy and are targeted as preferred industries for future expansion. Development of these industries has been identified by the County as a means of offering direct economic benefits to the County while offering incentives to protect the County's natural beauty, the environment and the County's rural character and way of life. According to the 2007 Census of Agriculture, 49% of the total acreage of land in Madison County is in farms.

The largest five employers in Madison County are the Plow and Hearth, followed by the Madison County School Board, Woodberry Forest School, the County of Madison and the Autumn Corporation.

Healthcare Facilities

Madison County residents have access to several major healthcare facilities within the region. Among these are the University of Virginia Health Services Center with 683 patient beds and the Martha Jefferson Hospital with 221 patient beds, both of which are located in nearby Charlottesville and offer comprehensive medical services including emergency care. Culpeper Regional Hospital located to the north has 95 patient beds offering medical and surgical units as well as intensive and coronary care and emergency care. There are also a number of public health services available to residents in the County including a clinic.

Madison County offers residents the choice of several physicians and dentists who have established full time practices within County. In addition, two nursing homes are located in the County and two smaller adult homes with additional care are available in the County as well.

Education

Madison County provides a high quality, well balanced public education system and the County's schools have been recognized locally, statewide, nationally and internationally for their creative programs and high level of student achievement. The Madison school system consists of four schools (one primary, one elementary, one middle and one high school) located in or near the Town of Madison with a total enrollment of 1,832 students. All Madison County Public schools have achieved state accreditation benchmarks and received full accreditation.

School division policy is established by a five-member School Board which is elected at large. Administration of the school system rests with the Division Superintendent who, with the central office personnel and school principals, provides leadership in implementing School Board policies for the day-to-day operation of the system.

Madison County Schools have won the Virginia High School League's Wachovia Cup 17 times in the past 18 years. Winners of the Wachovia Cup are determined by a school's successful participation in the scholastic bowl, creative writing, theatre, forensics, debate newspaper, yearbook and magazine. Through this competition, Madison High School was named "a traditional powerhouse school" by the Virginia High School League. Balancing out the school divisions' academic success is their reputation in all areas

of athletic competition. In 2010, the school won the State title in Varsity Boys Basketball and a track athlete earned four state championships through 2011.

Library

The Madison County library was built in 1852 and is also known as the Thomas W. Lewis House. It was also used as a Methodist Parsonage and, in 1967, was renovated to serve as the County Library. There have been two additions added to the original 1,000 square foot building; the last addition was added in 2003-2004 for a total of 6,000 square feet for the County Library. The Library's additions were paid for by generous donations and money raising projects. The County Library's book collection has grown from 12,414 to over 30,000 books, videos, DVD's, CD's, books on tape and magazines. The Library is visited by close to 400 patrons weekly.

Madison County Government



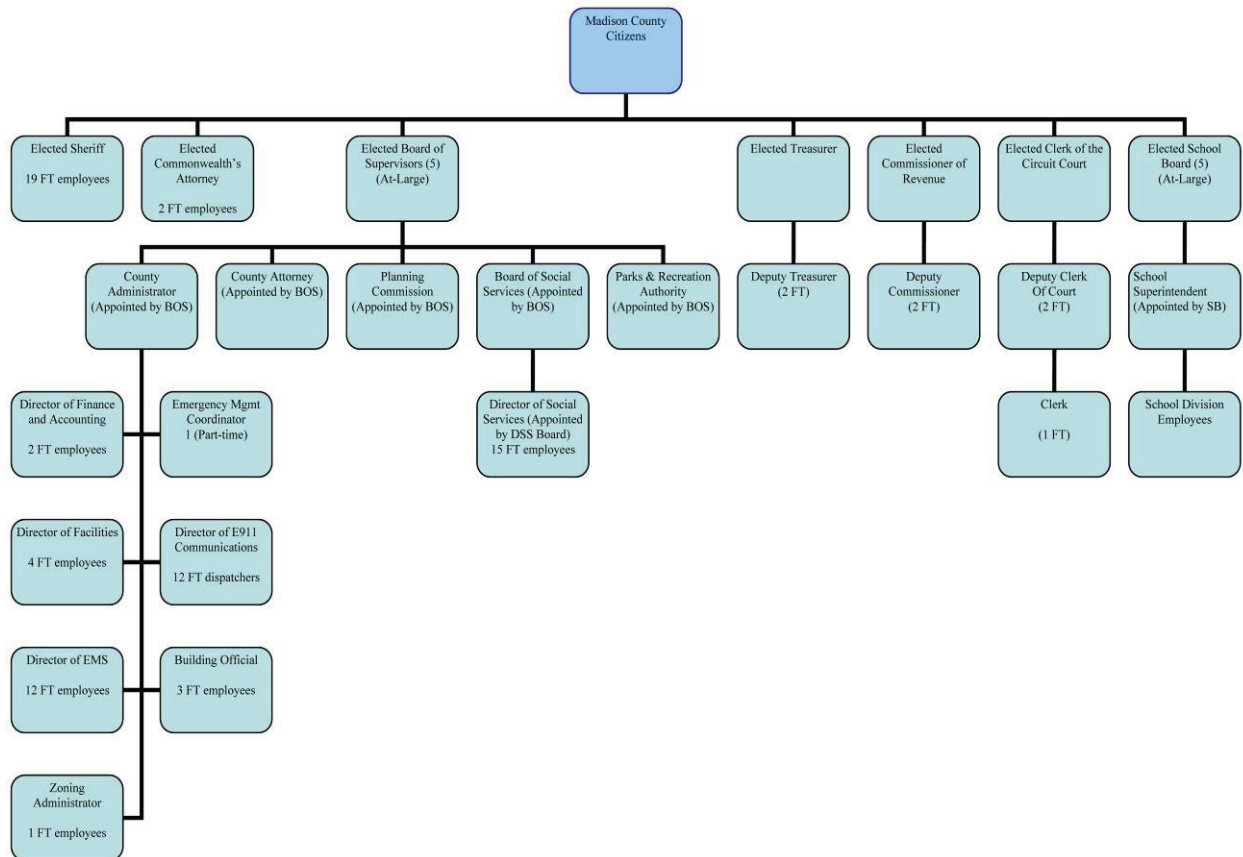
Madison County operates under the traditional “County Board” form of government. The powers and duties of the County as a political and corporate body are vested in the Board of County Supervisors (“the Board”). The County is governed by a five-member elected Board of Supervisors elected from the County at large, a County Administrator, five elected Constitutional officers and an eleven member Planning Commission appointed by the Board of Supervisors. Supervisors are elected for four-year staggered terms. Three supervisors are selected in one election and two are selected in an election conducted two years thereafter.

The Board elects a Chairman and a Vice Chairman annually from its membership. The Chairman, and in his absence the Vice Chairman, serves as the presiding officer for each meeting and as the head of government for official functions and ceremonial purposes. The Board of Supervisors is accountable for a variety of activities including: establishing priorities for County programs and services; establishing administrative and legislative policy; adopting an annual budget and appropriating funds; establishing county tax rates; and adopting and enforcing the County's comprehensive land use plan. The Board, in the performance of its duties, obligations and functions, takes action collectively through adoption of appropriate ordinances, resolutions and motions. The County operates with a FY 2012 budget of \$31 million with a general government staff of 34.



Madison County, Virginia

MADISON COUNTY ORGANIZATIONAL CHART July 1, 2009 (FY2010)



County Administrator

Madison County is managed by a County Administrator who serves as chief administrative officer for the County and oversees the day-to-day operations of the County including building and zoning, economic development, solid waste operations, emergency management, facilities maintenance, parks and recreation and financial administration. In addition, the County Administrator serves as the County's Budget Manager, Purchasing Agent, and Clerk to the Board of Supervisors. The County Administrator is appointed by the Board of Supervisors and serves at the pleasure of the Board. As the chief administrative officer, the County Administrator is responsible to the Board for the execution of policies it establishes. He/she is expected to handle the daily administrative operations of the County, as well as recommend service and policy improvements, develop an annual budget for Board's consideration and approval, generally guide the work of County employees and ensure that the affairs of the County are conducted in an effective and responsible manner.

Major County Services under the Board/Administrator's Jurisdiction

Department of Facilities and Maintenance

Staff employed within the Department of Facilities and Maintenance are responsible for the maintenance, repair and operations of Madison County's public buildings, facilities and grounds. In addition to provision of general operations and maintenance services, the Department contains the following divisions:

Animal Control & Shelter

Madison County maintains a facility for the temporary impoundment of companion animals that have been taken into custody by animal control officers or abandoned by their owners in accordance with state law and regulation. The County currently employs one Animal Control Officer (ACO) who is required to have knowledge of Virginia's animal control and protection laws. Madison County's Animal Control Officer is also tasked with the duty of managing the day-to-day operations of the Animal Shelter.

Parks and Recreation

The Madison Park and Recreation Authority was formed in 1982 and consists of a seven (7) member board, with each member appointed by the Board of Supervisors for a term of four years. The Authority is considered to be an independent public body and County staff employed within the Department of Facilities are responsible for the maintenance, repair and operations of the County's public parks and recreational areas. A County staff member also provides bookkeeping and other administrative services to the Park and Recreation Authority. Staff also provides maintenance of facilities used in connection with the Authority's recreational programs. The park and recreation areas operated by the Authority include the Madison Recreation Center, consisting of property adjacent to the American Legion Post, and approximately six acres of property along the Middle River. In 2002, the Authority contributed funds to the County for use in planning and establishing new sports playing fields.

Transfer Station & Recycling Center

The County Transfer Station and Recycling Center is a centrally-located facility for collection, management and disposal of solid waste, recyclable materials, and other refuse generated by the residents and businesses of Madison County. The Transfer Station commenced operations in 1999, following the closure of the County's Landfill and the County has contracted with Waste Management, Inc. for the operation of the transfer station. Waste Management charges the County a flat rate for operation of the facility, and separate fees for trucking solid waste from Madison to Amelia County's landfill. As part of its recycling program, the County accepts aluminum cans, "tin" cans, appliances, brush, cardboard, glass, paper, newspaper, tires and other miscellaneous materials.

Utilities

Water and sewer service is provided to residents and businesses in the County and along portions of the Route 29 South corridor by the Rapidan Service Authority (RSA). Two members of the Board of RSA are appointed by the Madison County Board of Supervisors. Most County residents use private wells and septic systems.

Emergency Management

The Board of Supervisors, in accordance with state law, is responsible for providing a program of local disaster mitigation, preparedness, response and recovery and is maintained in accordance with state disaster preparedness plans and programs which require localities to provide an agency of emergency management which has jurisdiction over and services the entire political subdivision. In Madison

County, the Department of Emergency Management is staffed by a part-time staff person who serves as the Coordinator of Emergency Management Services and is responsible for disaster plan preparation, response and recovery. The Coordinator reports to the County Administrator.

Emergency Communications (E911)

Madison County established its E911 Operations Center in 2003. The E911 Operations Center is the main answering point for emergency calls that require immediate assistance in the form of law enforcement, fire or emergency medical services. The Center is staffed with two full-time communications officers at all times and handles a combined call volume of approximately 40,000 administrative and emergency calls annually.

Public Safety

Fire and EMS

The County's emergency firefighting services are provided by the Madison County Volunteer Fire Company. The Volunteer Fire Company is an independent, non-profit organization funded by a combination of community donations and local government funding. The fire company has 50 volunteers, three attack pumpers, two brush trucks, one tanker, one salvage truck and one utility vehicle.

The County provides emergency medical services through a combination of paid employees and volunteer rescue squad services. The paid County staff are employed within the County's Department of Emergency Medical Services (MEMS) which is headed by a Director of Emergency Medical Services.

Volunteer emergency medical services are provided by the Madison County Rescue Squad, an independent, non-profit organization funded by a combination of community donations and local government funding. The Madison County Volunteer Rescue Square was established in 1963. The squad serves the County residents with the use of several ambulances, one crash truck, one boat and several specialized pieces of equipment.

Planning and Zoning Department

In an effort to achieve community development goals, the Madison County Planning and Zoning Department is charged with providing professional planning leadership and facilitating County adopted development policies. The County provides a full range of subdivision and site plan review, zoning administration and planning services to County residents working from the County's Comprehensive Plan. The County also operates a geographic information network is managed by MSAG Data Consultants.

As part of the County's planning and zoning efforts, the County's Environmental Technician ensures that qualifying land-disturbing activities are reviewed and approved in accordance with an Erosion & Sediment Control Plan and/or a Storm Water Management Plan.

Building Code Official

The County also employs a Building Code Official who is required to enforce the Virginia Uniform Statewide Building Code with respect to the construction and renovation of buildings and structures.

Finance Department

The Finance Department was established as an organizational unit of County government in 2008. The Department manages various financial transactions, which include the County's general ledger accounting system and procedures; coordination of the annual audit with the County's independent auditor; processing of accounts payable and payroll transactions; administration of central personnel transaction records; administration of employee benefits and workers' compensation programs; and the planning and

administration of the County's revenues and expenditures, consistent with the County's approved annual budget. Functions of the department include:

Accounting

Accounting provides account payable services to vendors and citizens. Additionally, it ensures that purchases are in compliance with administrative policies and procedures.

Human Resources/Payroll

Human Resources/Payroll is responsible for standard human resources and payroll functions such as pay, benefits, accident reporting, and records managements. Additionally, the division manages the County's property and liability insurance program.

Madison County currently holds an A rating on the County's General Obligation Debt from rating services using the State's intercept provisions. As of June 30, 2010, the County had \$9.39 million in General Obligation debt outstanding. All general obligation debt in the County, with the exception of school debt, as is the case in most Virginia counties, requires approval by a majority of the County's registered voters in a referendum.

Related Services

Cooperative Extension Office

The Madison County Cooperative Extension Office is the local office of the Virginia Cooperative Extension Service ("Service") administered by the Virginia Cooperative Extension and Agricultural Experiment Station Division of Virginia Polytechnic Institute and Virginia State University.

The Service provides information and knowledge on subjects related to agriculture, agribusiness, home economics, community resource development, 4-H Clubs and related subjects, through instruction and dissemination by staff providing demonstrations, conferences, courses, workshops, publications, meetings and mass media.

Health Department

Each County within Virginia is required to establish and maintain a local health department. Madison County meets this requirement through a contractual agreement with the Virginia Department of Health. The State appoints a Health Director for the local department and the local director and staff are state employees. The County provides office space and provides annual financial support to the State for department operations. Among the programs administered by the local Health Department are drinking water; emergency preparedness and response; environmental health services; epidemiology; and family health services. Two divisions within the Health Department are the On-Site Sewage and Water Systems and the Environmental Health Services.

Social Services

The Madison County Department of Social Services administers the benefits and service programs established by the Virginia Department of Social Services. The Social Services Department is subject to oversight by the local Board of Social Services, a five-member board appointed by the Madison County Board of Supervisors. Assistance provided by the Department includes: child care assistance; energy assistance Supplemental Nutrition Assistance Program - food stamps; general relief; medical assistance and Temporary Assistance for Needy Families. The department also serves as the agency responsible for investigating reports of child abuse and neglect and of alleged exploitation or abuse of elderly persons.

Voter Registrar

The County's Voter Registrar operates under the direction and supervision of the County's Electoral Board and implements the election laws of the Commonwealth of Virginia. The Electoral Board is a three-member board appointed by the Circuit Court to administer the election laws and other regulations established by the State Board of Elections. The Electoral Board appoints the General Registrar, Election Officials and Voting Machine Custodians. Primary functions of the Registrar are to accept statewide voter registration applications and to maintain those records pursuant to State law.

Constitutional Officers

The County is also served by five additional independently elected officials who provide a wide range of services to the County and its citizens. Included among these are the Clerk of the Circuit Court, Commissioner of the Revenue, Commonwealth's Attorney, Sheriff, and Treasurer. Roles of elected officials are detailed as follows:

Clerk of the Circuit Court

The Circuit Court Clerk is elected for a term of eight (8) years, and they are responsible for the management of the Madison County Circuit Court through a variety of judicial, non-judicial and fiscal actions. Judicial functions include processing all criminal and civil cases coming before the Court, and providing staff to the judge during all trials and hearings. In addition, the Clerk's staff prepares records, maintains court orders, subpoenas and pleadings and manages the Court's docket and juries. Non-judicial functions of the Clerk's office include admitting or denying wills to probate, qualifying executors and guardians, and recording all land records, deeds, powers of attorney and real estate transactions. The office also processes and records judgments, financing statements, marriage licenses, passports and concealed weapon permits and handles a variety of appointments.

Commissioner of the Revenue

The primary duty of the Commissioner of the Revenue is tax assessment. The Commissioner is required to ascertain and assess, at fair market value, all subjects of taxation in the County as of January 1 each year. Their duties also include administration of the County's program for property tax deferrals for elderly and handicapped persons, administration of the County's program for special land use assessments, and receiving state and local tax returns. The Commissioner of the Revenue is elected for a term of four (4) years. The Commissioner of Revenue assesses and administers the following tax programs for the County: Real Estate; Personal Property; Machinery & Tools; Merchants' Capital; Public Service Corporations; and state income tax filings. The Commissioner also administers local meals taxes.

Commonwealth's Attorney

The Commonwealth's Attorney is elected for a term of four (4) years. The Commonwealth's Attorney serves as the County's criminal prosecutor, and he represents the Commonwealth of Virginia in criminal cases in the General District Court, Circuit Court and Juvenile and Domestic Relations Courts.

Sheriff

Madison County's law enforcement is provided by an elected Sheriff, a staff consisting of one chief deputy, seventeen full-time deputies and a staff of part-time deputies. The department has 20-25 patrol cars and other supporting vehicles. The Virginia State Police are also assigned to assist the Madison County Sheriff's office. The Sheriff is elected for a term of four (4) years. The Sheriff is the County's chief law enforcement officer and is responsible for protecting constitutional guarantees and impartially enforcing the laws.

Treasurer

The Treasurer is elected for a term of four (4) years and serves both the County and the Town of Madison. The Treasurer collects all taxes due to the County, and receives and accounts for every other form of revenue which comes to the County including license fees, permit fees, State income taxes, and fees associated with the Court system. The Treasurer is also responsible for managing the investment of all funds, including bond proceeds, and the Treasurer represents the County and School Board in all banking activities.

*To learn more bout Madison County go to
<http://www.madisonco.virginia.gov>*



MADISON COUNTY COUNTY ADMINISTRATOR PROFILE

Education and Experience

A bachelor's degree in business or business, management, governmental studies, public administration, planning, engineering or related field required; master's degree in similar academic areas a plus. At least five (5) years of public management experience or in a related field as a Chief Executive/Administrator or Deputy Chief Executive/Administrator in a comparably sized community or organization with a wide range of knowledge and duties in operations and management is desired. Past experience of the individual should demonstrate high levels of performance in areas that include finance and budget, project management, community involvement and visibility, staff development, efficient use of technology in enhancing performance and maintaining positive lines of communication at all levels. Additional experience in citizen outreach, and development of governmental departments a significant consideration.

Skills and Past Performance

Administrative Ability - Must have demonstrated a high level of ability in working cooperatively with a variety of staff, Constitutional Officers and independent Boards in a rural community. Must be able to analyze administrative systems and provide recommendations with an eye to the future to develop efficient and responsive operations for all local government functions when called upon. Strong written and oral communications and negotiating skills are essential, including the ability to make difficult, well thought out recommendations and decisions in a timely fashion.

Board and Intragovernmental Relations - Ability, interest and willingness to take time in working with the Board, Department Heads, Constitutional Officers, citizens and various advisory body members so that they may be well informed and understand technical processes. Should be willing to provide an acceptable level of detail and adequately inform the entire Board, equally, on a regular basis, so that there are no surprises. Clear and concise written and oral communications with all audiences are essential. Must be willing and able to accept constructive criticism and implement needed changes. The successful candidate must be able to present all sides of an issue that affect the County to the Board and appropriate advisory groups such as the planning commission, and individuals and groups in a clear, concise and unbiased manner. The individual should be able to participate in development of sound County policies and directives, interpret existing County policies and carry out the intentions and directions of the Board of Supervisors with energy and enthusiasm.

Budget and Finance - Should have significant knowledge and experience in successfully managing a county, city or town budget of comparable size and complexity. Must understand the various methods of maximizing resources, financing options and ensuring a wise use of limited public resources. Must understand basic governmental accounting practices and the need for, and the value of, long range financial planning. Should have strong knowledge of and experience working with federal and state grants. Must possess an understanding and knowledge of the principles and practices of project management and suitable experience in managing complex projects.

Human Resource Management - Must demonstrate a personality that can communicate the Board's goals, needs and directives to employees and external customers. Must be engaged with and able to lead and motivate County employees under his/her direction to a level of high performance and demonstrate fairness in dealing with staff while ensuring accountability for performance is maintained. Should have demonstrated a commitment to challenging employees and improving governmental processes and actively measuring employee performance while expanding training opportunities to maintain and improve employee and organizational efficiency and performance.

Economic Development - Ability to work with the Chamber of Commerce and others to foster complementary economic development opportunities for Madison County while recognizing the County's emphasis on preserving and enhancing agriculture, forestry, hospitality/ tourism and recreation.

Community Relations - Candidate must be willing and able to build more transparent systems related to County information and programs while being visible in the community, active in civic organizations and engaged in public discussions, and have the ability to understand the diverse and changing needs of various community and private sector groups in Madison County. Candidate should be able to present a confident image of the local government to the community at large

Intergovernmental Relations - Must be able to relate to, maintain and expand existing relationships with other local governments, regional organizations, the County's Constitutional Officers and the school division and state and federal agencies.

Professional Skills and Management Style

- Trusted individual, who accepts direction from the Board of Supervisors and is able to implement complex policies in a timely manner
- Results oriented with the ability to build transparency among all levels of Madison County government in accordance with the limits of State law
- Excellent communication skills with the ability to communicate with various constituencies without intimidation and condescension
- Ability to provide alternative solutions and options, make recommendations with confidence and the courage to do what's right, even in the face of adversity
- Strong, confident leadership style which is results oriented
- Flexible, can adjust to changing leadership
- Team builder who serves as a mentor and coach to staff and is willing to monitor their growth and progress
- Fair in approach to decision making, when called upon, yet firm in application of policies, rules and laws
- A consensus builder who can bring differing groups and individuals together to best serve the County
- Ability to develop and maintain positive relations with members of the Board of Supervisors, Constitutional Officers, the School Board, citizens, public safety providers, community groups, department heads and other governmental entities
- Ability to analyze large amounts of complex information and develop reasonable, practical and innovative solutions to identified internal and external problems and management issues
- Strong negotiator who is able to adequately communicate and defend the County's position in all matters

Personal Traits

- Service oriented, visible and a participating member of the Madison County community
- High moral standards, with a high degree of integrity, ethics, honesty, openness and candor with the ability to maintain confidentiality when required and in the best interest of the County
- Excellent communicator who citizens and others can talk to and enjoys relating to and being with a wide variety of people
- Loyal to the County in all dealings and able to act in the best interest of the County at all times without concern for his or her personal interest
- Even tempered and tactful while using discretion and being diplomatic and apolitical in all dealings
- A good listener who is analytical, seeking all the facts on a given issue, before making a decision and/or recommendation, with good common sense
- Easily accessible, highly responsive and inclusive in the decision making process with a ‘can do’ attitude
- A self starter who is innovative, hard working and “who can roll up his or her sleeves” while demonstrating maturity and self confidence
- Someone who is comfortable ‘with who they are’ and slow to anger while possessing a good sense of humor
- Strong in all dealings while being fair and compassionate with others
- Creative and open minded to new ideas with good common sense
- Humble, willing to give credit to others for joint accomplishments

Issues/Challenges

- Creating a governmental culture which values open communication and transparency with staff citizens and the business community
- Building stronger internal relationships and trust with County departments and building and maintaining positive relationships with independently elected officials and Boards
- Creating a budget which is realistic given continuing economic challenges and encourages appropriately financed capital improvements
- Revision of County policies and ordinances to ensure their uniformity and conformance with current law and practices
- Preparing the County for future growth through establishment of sound planning principles established through a continuing County dialogue

Compensation and Benefits

The salary for the position is negotiable, based on qualifications and experience. Benefits include but are not limited to vehicle allowance or use of a public vehicle, participation in the Virginia Retirement System, vacation and sick leave, group life insurance, medical insurance, professional dues and conference expenses. Moving and relocation expenses may be negotiated with the County. County residency is required within a reasonable time of appointment to the position.

Application and Selection Process

Résumés received by January 30, 2012 will receive priority consideration. Position remains open until filled. To be considered please submit a letter of interest, detailed résumé outlining career accomplishments including salary history and a minimum of five (5) professional references to:

John A. Anzivino
Springsted Incorporated
1564 East Parham Road
Richmond, VA 23228
(804) 726-9750
Fax: (804) 726-9752
E-Mail: richmond@springsted.com

Following the filing date, résumés will be screened by Springsted Incorporated based on the criteria established by Madison County. After a process which will include interviews and reference checks for those candidates who are determined to be best suited for the position, a group of finalists will be presented to the Board of Supervisors for their consideration. The finalists should be interviewed in Madison County during the month of February 2012.

Madison County is an Equal Opportunity Employer